

MADHYA PRADESH METRO RAIL CORPORATION LIMITED

(A joint venture of Govt. of India and Govt. of Madhya Pradesh)

Advt No 2524/HRD/MPMRCL-050/2024

Bhopal, Dated: 15/03/2024

APPOINTMENT OF DIRECTOR (FINANCE)

Company Profile:

Madhya Pradesh Metro Rail Corporation Limited (MPMRCL), a joint venture of Government of India and Government of Madhya Pradesh is implementing Bhopal Metro Rail Project & Indore Metro Rail Project in the state of Madhya Pradesh.

The Organization intends to appoint the following official: -

- 1. Name of the Post** **DIRECTOR (FINANCE)**
- 2. Date of Vacancy** **01**
- 3. Scale of the post** **Rs.180000 - 340000 (IDA) and other allowance as per MPMRCL Rules or in equivalent CDA payscale in case of deputation.**
- 4. Duration of Appointment:** The period of appointment will be upto 5 years from the date of joining or till the date of superannuation, whichever is earlier, subject to review of performance at the end of every year. The period of appointment can be extended up to 2 years based on mutual consent.
- 5. Job Description and Responsibilities Director (Finance)** shall be a member of Board of Directors and will report to the Managing Director. He/ She will be responsible for the planning and formulating policy related to overall financial Management of the company. He/She will look after resource mobilization, project financing, budget, financial control, cash flow management, dealings with international funding agencies, project evaluations, taxation, monitoring of receivables, financial aspects of tenders and estimates.

6. Eligibility

(i) **Age: As on date of advertisement:**

| Candidate | Age Limit | |
|---|-----------|---------|
| | Minimum | Maximum |
| Deputation | 45 | 57 |
| Absorption | | |
| Age of Superannuation is 62 years. | | |

h
15.03.24

(ii) QUALIFICATION AND EXPERIENCE:

- (a) The candidate should have a Bachelor's Degree in Commerce/ Finance & relevant stream** from a recognized University/institution of repute along with good academic record. He/ She should have sound financial knowledge and a proven track record of a minimum of twenty (20) years of service in Executive Cadre.
- (b)** Experience in company finance or government finance.

(iii) PRESENT EMPLOYMENT STATUS:

The applicant must fulfill any of the following criteria:

(a) For Officers of Central/ State Government/Autonomous Bodies of GOI

Serving officer of the Group-' A' service of Indian Railways/Central Govt./State Govt. holding a post of the level of SAG in the pay-scale of Rs.144200-218200 (CDA) (L14) or equivalent or above. Minimum length of service required in the eligible scale should be two years as on 15/03/2024.

(b) For Executives of CPSE/ PSU/ JVs of Central and State Govts./ State PSUs

Serving Executive of CPSE/PSU/JVs of Central and State Govts./State PSUs, holding a post of the E8 level in the pay-scale of Rs. 120000-280000 (IDA) or above. Minimum length of service required in the eligible scale should be two years as on 15/03/2024.

7. DESIRABLE:

- (a)** MBA/CA or Masters' in **Commerce/Finance & relevant stream.**
- (b)** Experience in planning, and financial management of Railway/ Metro Rail projects/ large infrastructure projects.
- (c)** Experience in resource mobilization, project financing, budget, financial control, cash flow management, dealings with international funding agencies, project evaluations, taxation, monitoring of receivables, financial aspects of tenders and estimates.

8. CONDITION OF ABSORPTION/DEPUTATION:

On selection, the officer/ Executives can join the Corporation on deputation basis and during deputation period the officers can be considered for absorption on mutual consent.

9. TERMS & CONDITIONS OF APPOINTMENT

The terms and conditions of appointment shall be as per Annexure-I.

h
15.03.24

10. SUBMISSION OF APPLICATIONS

- (a) The applications in the enclosed format (Annexure-II) giving the details about qualifications, experience and career achievements (in a separate sheet), should reach at the under mentioned address, positively by 30/04/2024, 5: 00 PM.
- (b) The candidates presently employed in Govt/Public Sector Undertakings (PSUs)/Government Companies/Metro Corporation should forward their applications through proper channel along with their Self attested ACR/APAR's for the last five years so as to reach the under mentioned address by the stipulated date i.e latest by 30/04/2024.

**The Managing Director,
Madhya Pradesh Metro Rail Corporation Ltd
2nd Floor, Smart City Development Corporation Limited Office
Building, Kalibadi Road, BHEL, Sector A, Berkheda, Bhopal - 462022**

- (c) The Vigilance Clearance of the candidate certified by the Present employer should also be enclosed.

11. UNDERTAKING BY THE APPLICANT/CANDIDATE:

An applicant has to submit an undertaking as a part of the application that he/she will join the post, if selected. If an applicant does not give such undertaking, the application would be rejected.

12. SELECTION PROCESS:

- (a) A Committee will scrutinize all the applications received for the post of **Director (Finance)** and only the shortlisted candidates will be called for interview by the Selection Committee for preparing a panel of the candidates for the post. The decision of the Selection Committee will be final and no correspondence on the decision of the Committee will be entertained in this regard.
- (b) The candidates shortlisted for the interview will be informed by **e-mail: hr.mpmrcl@mp.gov.in** and will be eligible for reimbursement of to and fro economy air fare or AC-2 tier Railway fare.

The last date of receipt of applications is **30/04/2024, 5:00 PM**. The envelope containing the application should be super-scribed as "**APPLICATION FOR THE POST OF DIRECTOR (FINANCE) IN MPMRCL**" and addressed to

**The Managing Director,
Madhya Pradesh Metro Rail Corporation Ltd
2nd Floor, Smart City Development Corporation Limited Office Building,
Kalibadi Road, BHEL, Sector A, Berkheda, Bhopal -462022**

Applications which are incomplete/illegible /unsigned/not supported with required documents, not received in the format and received after the due date will be summarily REJECTED. **MPMRCL** reserves the right to shortlist any candidate for interview. The decision of the Selection Board shall be final.

h
15.03.24

ANNEXURE-I

APPOINTMENT OF DIRECTOR (FINANCE) IN MPMRCL
TERMS AND CONDITIONS

| | | |
|----|------------------------------------|---|
| 1. | PERIOD | The period of appointment will be upto 05(five) years from the date of joining or till date of superannuation, whichever is earlier, subject to a review of performance at the end of every year. The period of appointment can be extended up to 2 years based on mutual consent. |
| 2 | PAY | The Officer will be placed in the pay-scale of Rs.180000-340000(IDA) or in equivalent CDA scale in case of deputation. |
| 3 | DA | These allowances will be in accordance with the DA rate approved by Government, from time to time, to IDA/CDA scale officers in pay scale specified above. |
| 4 | HRA | As per policy of MPMRCL. |
| 5 | CONVEYANCE | Directors will be entitled for a Car at Corporation's expenses for official use and will be entitled to use the car for personal needs as per policy of MPMRCL |
| 6 | SERVICE BENEFITS/PERQUISITES | Benefits like Deputation Allowance, Perks, Medical facilities, Traveling Allowance, Leave, Provident Fund, Gratuity, Pension etc and any other benefits not covered herein, will be governed by the respective Service Rules/policy or the Corporation. |
| 7 | CONDUCT, DISCIPLINE & APPEAL RULES | (a) The Conduct, Discipline & Appeal Rules of the Corporation in force will be applicable. The Disciplinary Authority shall be the Board of Directors. |
| | | (b) The Board of Directors reserves the right not to accept resignation if the circumstances so warrant, i.e., the disciplinary proceedings are pending or a decision has been taken by the Competent Authority to issue a charge sheet for any acts of omission against the interest of the Corporation. |

Note:- In case of Any Amendments/Modification/or any other changes, in notification or in any part of this notification will be notified on MPMRCL website. You are requested to regularly visit the website for the same.


15.03.24

PRESCRIBED FORMAT
FOR SUBMISSION OF APPLICATIONS

| | | |
|--|--|--|
| Important (please don't leave blanks) | Advertisement No. and Date (appears on the top of the vacancy notice) | |
| | Post Applied for | |

A. PERSONAL DETAILS:-

| | | | |
|----|---|---|---|
| 1 | Applicant's Name | | Affix your latest passport size photograph |
| 2 | Father's Name | | |
| 3 | Date of Birth (DD/MM/YY) | | |
| 4 | Age as on 15/03/2024 |Years.....Month Days | |
| 5 | Gender (Male/Female) | | |
| 6 | Category (UR,OBC,SC,ST) | | |
| 7 | Organization/Department | | |
| 8 | Present Designation | | |
| 9 | Present Pay-Scale and Basic Pay | | |
| 10 | Present Basic Pay | | |
| 11 | Holding present pay-scale w.e.f | | |
| 12 | Period of holding the present grade |Years.....Month.....Days | |
| 13 | Total Executive Experience as on 15/03/2024 |Years.....Month.....Days | |
| 14 | Present Address - Address Line 1 Address Line 2 City State Pin Code | | |
| | Permanent Address - Address Line 1 Address Line 2 City State Pin Code | | |

15.08.24

| | | |
|----|--|--|
| 11 | Contact No. (With STD code) | Landline Phone:..... Mobile: 1.....2..... Email ID:..... |
| 12 | Aadhar no. | |
| 13 | Pan No. | |
| 14 | Account Details – Account No. Bank Name IFSC Code | |

B. EDUCATIONAL DETAILS

| S.N | Qualification | Name of Board/ Institute /University | Year of Passing | Division/ Grade/Percent age |
|-----|---------------|---|--------------------|-----------------------------------|
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |

8
15.03.24

C. EXPERIENCE DETAILS:-

| S.N | Period | | Designation | Pay Scale | Organisation | Responsibilities in brief*** |
|-----|--------|----|-------------|-----------|--------------|------------------------------|
| | From | To | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |

(***Attach separate sheet, if required)

Total work experience in the relevant field.....Years
month

D. OTHER DETAILS:-

| | | |
|---|--|---------|
| 1 | Whether any punishment awarded in last 10years (as on date of advertisement). | |
| | If yes, please furnish details | Yes/No |
| 2 | Whether any disciplinary action/inquiry is underway against the applicant to the best of his/her knowledge. (as on date of advertisement). | Yes/No |
| | If yes, please furnish details | |
| 3 | Furnish Annual Performance Appraisal Report (APAR) Numeric Grading/ Grading (Outstanding/ Very Good/Good/Average/Below average), if applicable. | 2022-23 |
| | | 2021-22 |
| | | 2020-21 |
| | | 2019-20 |
| | | 2018-19 |
| 4 | Time required for joining, if selected | |
| 5 | Is the candidate holding the present post on lien/deputation basis: - | Yes/No |
| | a. If yes, the name of the Organization in which the Lien is held: | |
| | b. Date from which the Lien is held. | |
| | c. Date from which the Applicant is on Deputation | |

By
15.03.24

E. SUPPORTING DOCUMENTS ENCLOSED:-

| S N | Supporting Document (Self Certified) | Attached (Yes/No) | Remarks (if any) |
|----------------|---|------------------------------|-------------------------|
| 1 | Age proof (Matriculation Certificate/Mark-sheet) | | |
| 2 | Qualification Certificates & Mark-sheets/degree (Only final year certificate) | | |
| 3 | Employer Certificate / Appointment order/ Office order of joining the organization & initial grade. (In support of 20 years Executive Cadre Experience) | | |
| 4 | Employer Certificate /Office order showing promotion to present grade. (In support of 2 years SAG Level Pay Scale as on 15/03/2024) | | |
| 5 | Latest Salary slip (3 months) | | |
| 6 | Document fulfilling Experience Criteria | | |
| 7 | Copy of self-certified last 05 years APAR. The same would be required before interview mandatorily. | | |

F. Confirmation: I do hereby confirm that I am fulfilling the following criteria:-

| SN | Criteria | Fulfilling (Yes/No) | Remarks (if any) |
|-----------|--|--------------------------------|--------------------------------|
| 1 | Age as on 15/03/2024 | | |
| 2 | Essential Qualification (Bachelor's in Commerce/ Finance & relevant stream) | | |
| | Desirable Qualification (MBA/CA or Masters' in Commerce/ Finance & relevant stream.) | | |
| 3 | Presently working with Govt. Org./PSU/Metro Rail/Railways/ Autonomous Govt/ Corporation/ Authority/Board/Infrastructure Govt. company/ Govt. of India. | | |
| 4 | <u>Working in the Eligible pay scale or above</u> Rs. 120000-280000 (IDA) E8 since last 02 years (Pre- Revised Rs. 51300-73000, IDA) OR Rs. 144200-218200 (CDA) L14 (Pre-revised Rs. 37400-67000 + GP 10000 (CDA) or equivalent or above since last 02 years | | |
| 5 | Period of Service in the scales as at point no. 4 above i.e. Minimum 2 year's service in the above scales | | Period From: Period To: |

h
15.03.24

| | | | |
|---|--|--|----------------------------|
| 6 | Total Executive Experience is 20 Years and above | | Period From: Period To: |
| 7 | <p>Essential Experience:</p> <p>a) Experience in company finance or government finance.</p> <p>Desirable Experience:</p> <p>a) Experience in resource mobilization, project financing, budget, financial control, cash flow management, dealings with international funding agencies, project evaluations, taxation, monitoring of receivables, financial aspects of tenders and estimates.</p> <p>b) Experience in planning, and financial management of Railway/ Metro Rail projects/ large infrastructure projects.</p> | | |

I hereby declare that the particulars furnished above by me are true. I understand that my candidature will be cancelled, if any information is found incorrect or false at any point of time. I further declare that I am not involved in any criminal case and/or no such case is pending against me in any court of law.

Date:

Place:

(Signature of the candidate)

Name.....

Designation.....

h
15.03.24

UNDERTAKING

**(As per clause 11 of the ADVT. No...../HRD/MPMRCL-
...../2024)**

(To be enclosed along with Application Form)

I, _____ (Name of the Candidate), Son/Daughter of _____ (Name of Father) do hereby apply for the post of Director (Finance) in Madhya Pradesh Metro Rail Corporation Limited (MPMRCL) and undertake to join MPMRCL in case of selection against the said post.

Date:

Place:

(Signature)

DECLARATION

(To be enclosed along with Application Form)

I.....son/daughter ofhereby certify that I have not been disqualified to act as Director under the provision of Section 164 or any other provisions of the Companies Act, 2013 or rules made there under.

I also declare that I am not facing any charge of, nor have ever been convicted for any act of moral turpitude or economic offence.

Date:

Place:

(Signature)

**(To be filled by the PSU/Ministry/Department/Company
Concerned)**

(To be enclosed along with Application Form)

It is certified that the particulars furnished above have been scrutinized and found to be correct, as per official records.

**Signature and Designation of the
Competent Forwarding Authority
Along with Telephone No. and Official Seal**

Sy
15.03.24